



IN REPLY  
REFER TO

AQOD

**DEFENSE LOGISTICS AGENCY**  
THE DEFENSE CONTRACT MANAGEMENT COMMAND  
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JUL 10 1996

MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT  
DISTRICTS

SUBJECT: DCMC Memorandum No. 96-22, Sharing Best Contractor Practices (POLICY)

This is a POLICY memorandum. It expires when content is included in DLAD 5000.4, Contract Management (One Book), not to exceed one year. Target Audience: ALL DCMC Employees.

This memorandum establishes policy regarding DCMC'S role vis-a-vis contractors seeking and adopting "world class" practices, which is one of the goals of acquisition reform and the single process initiative. It directs an additional role for Defense Corporate Executives (DCEs) and certain Contract Administration Office (CAO) Commanders.

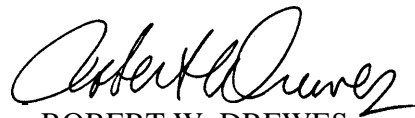
Contractors are responsible for the processes that they employ. DCMC employees should not attempt to intervene in contractor decisions regarding processes employed. However, DCMC will assist in promoting the acquisition reform goal of "world class" contractor processes via:

- a. Pursuit of Process Oriented Contract Administration Services (PROCAS) efforts on contractor processes important to program or contract success.
- b. Facilitating single process initiatives at contractor facilities.
- c. Sharing of contractor best practices among CAOS with cognizance of companies/segments within the same corporation.

The latter role represents a new direction. The Process Improvement Network had required sharing of PROCAS efforts regarding contractor best practices among all CAOS. That reporting requirement is being eliminated. Henceforth, CAOS managing contractor sites within the same corporation are empowered to design the best method for them. DCEs are directed to initiate the start of discussions and manage their continuation. DCEs will report status on this during their quarterly reports.



For further information, contact Mr. Syd Pope, Contractor Capability and Proposal Analysis Team (AQOD), at (703) 767-3380.

A handwritten signature in black ink, appearing to read "Robert W. Drewes", with a stylized flourish at the end.

ROBERT W. DREWES

Major General, USAF

Commander